

# CAREER SOLUTIONS, INC. CONTINUING EDUCATION PROGRAM



## Check Out Our Winter/Spring Classes!

We are thrilled to announce some evolving changes within our Continuing Education Program in the coming year. All of our classes have always been designed to give students a well-rounded approach to learning skills that would enhance their ability to operate more independently in the community, and successfully in the workforce. In addition to some of the traditional course offerings we have offered since our program's inception, like basic social skills, and how to manage independent budgets, we are greatly expanding our vocational courses that will be designed to teach skills with specific jobs and vocations in mind. This new approach will impact how our classes are structured overall. We plan to implement a core set of classes that require a set of prerequisite courses in a variety of fields from technology to the arts, vocational skills and even basic learning strategies and GED course offerings.

This new structure will offer students a tangible conclusion at the end of the sessions required to obtain a certificate in the chosen field of study. If desired, students will then be able to move on to the next level of proficiency.

In addition to all of that, we will be offering many classes/class sessions at locations in the community designed to enhance the skills being taught, i.e. hospitality skills at a hotel/convention setting. In other words, things are looking up and we couldn't be more excited to share it with you and our community of friends, supporters and lifelong partners in successful living for all!

## Winter/Spring Session January 5 - May 29, 2015

**The Art of Imagination - Hip Hop Dance Class**  
**Saturdays, 2:00 - 3:00 p.m. - March 7- April 25, 2015**  
**Location:TBD**

For the veteran or beginning student, the Hip Hop dance class provides a structured method of learning various dance movements in a fun-filled and vibrant class environment. Award winning choreographer and dancer Sue Booton will lead students through many sets of combinations and routines during this 8-week mini course. For cost and location, contact Cherie McCreary at 402.342.4418, Ext. 19 or cmccreary@olliewebbinc.org.

**PEERS (Social Skills)**  
**Tuesday evenings, 4:00-5:30 p.m. - January 2015**  
**Location: Ollie Webb Center, Inc.**

Jennifer Schrage, LIMHP, from the Social Work Department from Munroe-Meyer Institute will be conducting this on-going social skills group. The program is available for both male and females between the ages of 18 to 30. (Note: older individuals can acquire regarding space availability.) Pre-registration is required by calling Jennifer at 402.559.6469 or jennifer.schrage@unmc.edu. At that time funding and space availability will be discussed.

**Personal Growth & Development Course**  
**Human Sexuality**  
**Mondays, 9:15 to 10:30 a.m.**  
**Location: Ollie Webb Center, Inc.**

Assessed students will explore sexual attitudes, beliefs, and stereotypes within the context of the student's immediate environment. Students examine adult lifestyles, sexual relationships, reproduction, and responsible sexual behavior. Acceptance in to the program required. For cost and class availability contact Cherie McCreary at 402-342-4418, Ext. 19 or cmccreary@olliewebbinc.org

## Winter/Spring Session:

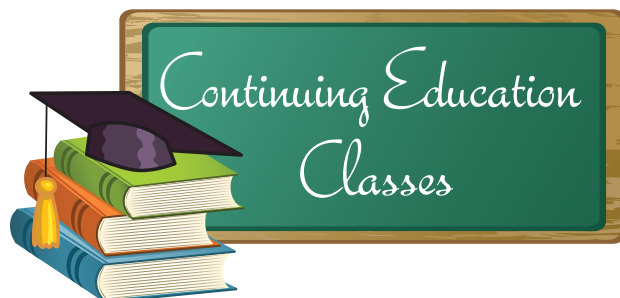
**Please check all of our class offerings for the  
Winter/Spring Session which runs from  
January 5 - May 29, 2015.**

The weekly schedule is posted on pages 2 and 3 followed by detailed descriptions for each class. If there is an asterisk next to the class, it means it is offered more than once. Please contact Mike Loftus with any questions, or Cherie McCreary to enroll.

**Registration deadline is December 19, 2014  
but call early as classes fill up quickly!**

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## Monday/Wednesday/Friday

### Period 1 - 9:15 am - 10:30 am

Class	Description on Page:	Category	Teacher
Introduction to Acting	4	Art of Imagination	Hoggatt, Jim
Watercolor Studio	4	Art of Imagination	Pietron, Tanya
Community Service (Periods 1 & 2)	5	Career Planning & Development	Wolfson, Doug
Introduction to Communication *	5	Communication/Language Arts	Dovenbarger, Sabrina
Learning Strategies *	6	Literacy & Workplace Skills	Ohle, Casandra
Self Determination *	6	Literacy & Workplace Skills	McCormick, Selina
Citizenship	7	Social Sciences	Landry, Paul
Introduction to Computers *	7	Technology, Information and Media	Luk, Isaac
Independent Study		Personal Study Goals	Wynne, Antoinette

### Period 2 - 10:45 am - 12:00 pm

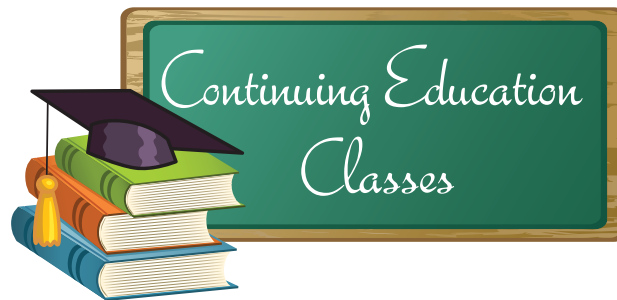
Class	Description on Page:	Category	Teacher
Photography Level 1	4	Art of Imagination	McCormick, Selina
Community Service (Periods 1 & 2)	5	Career Planning & Development	Wolfson, Doug
Introduction to Communication *	5	Communication/Language Arts	Dovenbarger, Sabrina
Literacy & Workplace Skills Level 1	6	Literacy & Workplace Skills	Landry, Paul
Community Math *	6	Math	Ohle, Casandra
Critical Thinking through Science	7	Natural Sciences	Luk, Isaac
Life Balance for Mind & Body	7	Personal Growth & Development	Pietron, Tanya
Independent Study		Personal Study Goals	Loftus, Mike

### Period 3 - 1:15 pm - 2:30 pm

Class	Description on Page:	Category	Teacher
Beginning Drawing	4	Art of Imagination	Pietron, Tanya
Cooking Level 1	5	Culinary, Hospitality & Horticulture	Dovenbarger, Sabrina
Learning Strategies *	6	Literacy & Workplace Skills	Ohle, Casandra
Phonics *	7	Reading	Landry, Paul
Social Networking Safety	7	Technology, Information and Media	Wynne, Antoinette
Independent Study		Personal Study Goals	Luk, Isaac

### Period 4 - 2:45 pm - 4:00 pm

Class	Description on Page:	Category	Teacher
Actors Studio	4	Art of Imagination	Hoggatt, Jim
Career Exploration Level 1	5	Career Planning & Development	Ohle, Casandra
Job Smarts	5	Career Planning & Development	Luk, Isaac
Healthy Relationships	7	Personal Growth & Development	Dovenbarger, Sabrina
Reading Level 1	7	Reading	Launderville, Dena
Independent Study		Personal Study Goals	Pietron, Tanya



## Tuesday/Thursday

### Period 1 - 9:15 am - 10:30 am

Class	Description on Page:	Category	Teacher
Historical Analysis Through Film	4	Art of Imagination	Ackermann, David
Jingle Jangle Jive	4	Art of Imagination	Simpson, Mike
Beginning Spanish	5	Communication/Language Arts	Torres, Julian
Introduction to Communication *	5	Communication/Language Arts	Dovenbarger, Sabrina
Learning Strategies *	6	Literacy & Workplace Skills	McCormick, Selina
Personal Finance 1	6	Math	Landry, Paul
Animal Science	7	Natural Sciences	Anderson, Annie
Basic Tablet Skills	7	Technology, Information and Media	Wolfson, Doug
Independent Study		Personal Study Goals	Ohle, Casandra

### Period 2 - 10:45 am - 12:00 pm

Class	Description on Page:	Category	Teacher
DrawSpace: Adv. Drawing Techniques & ...	4	Art of Imagination	Mayer Tim
Self Employment	5	Career Planning & Development	Simpson, Mike
Sign Language	5	Communication/Language Arts	Torres, Julian
Public Speaking	6	Literacy & Workplace Skills	Hall, Mavis
Self Determination *	6	Literacy & Workplace Skills	Wolfson, Doug
Community Math *	6	Math	Ohle, Casandra
Math Level 1	6	Math	Luk, Isaac
Phonics *	7	Reading	Landry, Paul
Independent Study		Personal Study Goals	McCormick, Selina

### Period 3 - 1:15 pm - 2:30 pm

Class	Description on Page:	Category	Teacher
Art Appreciation	4	Art of Imagination	Loftus, Mike
Slam Poetry	4	Art of Imagination	F-S, Katie
Introduction to Communication *	5	Communication/Language Arts	Dovenbarger, Sabrina
Writing Composition	5	Communication/Language Arts	Simpson, Mike
Cooking Level 2	5-6	Culinary, Hospitality & Horticulture	Landry, Paul
Reading Comprehension	7	Reading	Hall, Mavis
Introduction to Computers *	7	Technology, Information and Media	Luk, Isaac
Independent Study		Personal Study Goals	Wynne, Antoinette

### Period 4 - 2:45 pm - 4:00 pm

Class	Description on Page:	Category	Teacher
Piano & Vocal Techniques	4	Art of Imagination	Ricards, Laurie
Safety in the Workplace	5	Career Planning & Development	Luk, Isaac
Culinary Hospitality	6	Culinary, Hospitality & Horticulture	Dovenbarger, Sabrina
Horticulture	6	Culinary, Hospitality & Horticulture	Landry, Paul
General Studies (ABE/GED)	6	General Studies	Loftus, Mike
Independent Study		Personal Study Goals	Wolfson, Doug



# The Art of Imagination

**Actor's Studio** This is an advanced acting workshop for students interested in pursuing future vocational opportunities in theater. Students work with artistic director Jim Hoggatt in regards to memorizing dialogue, creating characters, and analyzing text using objectives, obstacles and tactics. Prerequisites: Introduction to Acting, stage experience, and instructor permission.

**Art Appreciation** An offering for students who like art, this course examines art and its place in society as a form of expression, from simple traditional pieces like landscapes and everyday scenes to commercial art and even expressionism and the abstract and how those forms of fine art are open to interpretation. The class spends most of its time in the community visiting local galleries and museums, and part of its ongoing objective is to explore vocational opportunities in the arts.

**Beginning Drawing** This is an essential beginning drawing course for any student interested in the fundamentals of drawing. Omaha artist Tanya Pietron will lead students through the foundation of basic drawing techniques and picture composition. This course is a prerequisite for all advanced drawing and painting courses offered at the Ollie Webb Center.

**DrawSpace: Advanced Drawing Techniques and Special Projects** DrawSpace, led by local professional comic book artist and illustrator Tim Mayer, is an advanced level studio drawing course focusing on taking serious artists to the next level. Studio experiences include improving drawing skills through participation in a series of special projects including animation, 3D modeling, life drawing, comic book creation, etc. Prerequisite: Beginning drawing.

**Historical Analysis Through Film** View and analyze a variety of non-fiction, and historical films. Emphasis on understanding film in society to reason, evaluate, connect stories to the real world, and classify them in terms of fiction, non-fiction, and historical fiction. Acceptance to the program required.

**Introduction to Acting** Introduces the basic techniques and tools used by the actor. Moving from improvisation to scene work, students learn warm ups, theater games, vocal physical and emotional awareness, listening skills, and beginning textual analysis using objectives, obstacles and tactics.

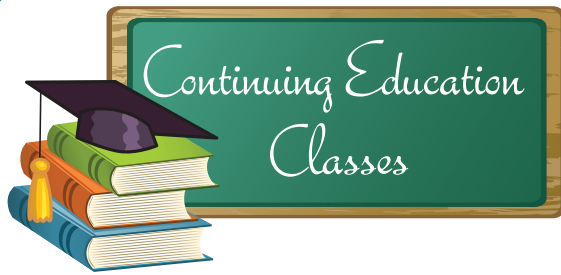
**Jingle, Jangle, Jive** Have you always wanted to make up your own lyrics, put them to music and perform? Well now is your opportunity. Join the instructors for a creative, fun and musical experience.

**Photography Level 1** Professional local photographer Selina McCormick will teach students the basics of photography. Topics covered in the course include the parts of a camera, basic operation of a camera, how to set up a specific shot, etc. Students will also engage in photo shoots throughout the community. Prerequisite: Beginning drawing.

**Piano & Vocal Techniques** This course will combine keyboard skills with vocal training. Beginning and intermediate students will learn well known songs on the piano while their classmates strengthen their singing voices. This class is designed for beginning students interested in learning about music and experienced players and singers looking to better their skills for possible professional opportunities.

**Slam Poetry** Did you know that a poetry slam is actually a contest? The poets create literature and then perform it as a competition. This winter local slam poet Katie F-S will lead students through a rollicking round of writing and poetry sharing. Sign up now for an adventure in rhymes.

**Watercolor Studio** This watercolor course offers instruction and opportunities for practice in basic wet and dry techniques, washes, blends and use of transparency. Explore and practice with a variety of special techniques for solving texture and masking problems. Experienced students concentrate on composition, technical skills, paint consistency and color development.



## Career Planning

**Community Service** In some cases students may not be interested in paid employment due to supports already in place. In this course – which mostly takes place in the community - students explore the various volunteering possibilities in their community. From volunteering at a museum, to working as an assistant at a retirement home or in social clubs, the possibilities are open and the opportunities to help are without limits. And in the process, students learn about their skills and what they have to offer, which can come in handy down the road if in fact they eventually do pursue paid employment.

**Career Exploration Level 1** This class is intended to help students to develop a career pathway by using information gathered from research, career assessments, and job site observations. Students will be guided through a process of career exploration that will help them to develop an individualized vocational goal. This class will be especially beneficial to students who may want to work in the community, but need some additional information before deciding on what type of career might be best for them.

**Job Smarts** Job Smarts is a class for learners at all levels. A teacher uses activities and discussions that break down the process of finding, securing and maintaining a job into a simple and easy-to-understand 12 step process.

**Safety in the Workplace** When working in the community, there are lots of considerations for safety that need to be considered. This class will explore both personal safety and emergency preparedness in the workplace. It will address how to be aware of your surroundings in order to assess possible hazards, and how to handle these situations as they happen. It will also cover health and safety issues that are particular to certain work environments.

**Self Employment** Have you ever thought about turning your skill or passion into a job? This class assists students in exploring what is involved in self-employment and whether it is the right career choice for them. The class covers the pros and cons of owning your own business, the steps needed to start a new business, and how to determine whether there is a need for the type service you want to provide. Guest speakers will share their experiences with self-employment.

## Communication / Language Arts

**Introduction to Communication** Covers developing and improving fundamental and effective communication skills. Includes understanding interpersonal communication, active listening, non-verbal communication and communicating purposefully in the community.

**Beginning Spanish** In addition to some basic Spanish words and phrases and how to use them in context, students will be learning about the rich variety of cultures from Latin America, along with Latin traditions and history. In today's world the use and basic understanding of a second language, with Spanish being the most prominent in the United States, it becomes a vocationally important dynamic that students become comfortable with such potential diversity in the workplace.

**Sign Language** Starting with the basics, this class offering is for people who want to become familiar with using sign language. For some students, it may simply be a curiosity, a way to learn how to sign certain songs or famous phrases so they can impress their peers and families, but in other cases it can truly become a vocational benefit, knowing how to use sign. The primary instructor is also bilingual in English and Spanish and he plans to explore the culture of people who cannot hear and how they work and live in the community.

**Writing Composition** This course uses a Who, What, When, Where, Why and How approach to help students learn how to clarify their thoughts so they can be transferred to writing that is easily understood by readers. Activities taken from a book called Writing Detective primarily include narratives the students will read with their teachers in order to pick up on the context clues they use as evidence in their collective effort to write about the information they have taken from the stories. It is fun and the curriculum encourages students to act as if they are investigative journalists pulling from the given information in order to write a story or a composition about the issues.

## Culinary, Hospitality & Horticulture

**Cooking Level 1** Many of the students enrolled in our program have never made meals and/or snacks for themselves. The basics of preparing, eating and storing meals are explored here. In some cases it may be as simple as preparing noodles and covering them properly for later use in the following days. Students are also taught about cleaning their materials for cooking and keeping a microwave clean.

**Cooking Level 2** Students learn about basic kitchen safety: cross contamination, refrigeration and proper handling of kitchen utensils such as knives and pot holders. Students



## Continuing Education Classes

learn how to read recipes, understand measurements, and create a meal together. Listening, following directions, health requirements when handling food and basic food preparation offer a learning opportunity for students working or planning to work in a restaurant. Also budgeting and money management skills are reinforced at the grocery store.

**Culinary Hospitality** This course introduces the basic principles of sanitation and safety relative to the hospitality industry. Topics include personal hygiene, sanitation and safety regulations, use and care of equipment, the principles of food-borne illness, and other related topics. The course also focuses on technical and interpersonal skills, professionalism and time management as they relate to a hospitality field. Many students pursue work in the restaurant industry; this course aims to support that vocational objective. Topics also include menu design and marketing for your own hospitality business. Students learn about the layout of a menu and dietary concerns along with what's popular and trending in the field.

**Horticulture** An introduction to horticulture, this class covers the basic principles related to working with plants and soil, along with covering the basics of pursuing a vocation in landscaping and floral design, along with starting one's own personal vegetable garden. In addition to basic gardening, the art of floral design is a focus here; it presents the basic principles and elements of floral design including traditional and contemporary floral construction, wiring and taping flowers for corsages and holidays or special occasions like weddings and graduations. Proper use of tools, containers, and mechanics will be explored. Students will cover the history and cultural aspects of floral design. Identification, care and handling of fresh flowers will be discussed. An emphasis will be placed on the business practices of the floral industry. Students will become familiar with the wide variety of industry careers in horticulture.

## General Studies

**General Studies (ABE/GED)** This course aims to offer ongoing support to students who want to attend classes at our local community college. It's also intended for students who would like to pursue a GED. Since the GED test is primarily a reading test in all topics – including language arts, science, and social studies – the primary goal is to improve reading comprehension, with a secondary focus on basic algebra, fractions, decimals and percent, but starting with basic addition, subtraction, multiplication and division.

## Literacy & Workplace Skills

**Learning Strategies** Presents different learning modalities and personal styles to articulate learning needs to others. Covers basic skills such as time management and organization. Students use templates and processes for effective reading and writing practices.

**Literacy & Workplace Skills Level 1** Reading and writing skills in the workplace may mean the difference between being an average worker and developing into an excellent worker. In today's workplace, it is important to utilize reading and comprehension skills to get the job done and learn new skills. This class helps students understand how reading and writing are used on the job and how to become a more valuable employee by increasing reading efficiency, comprehension, and writing skills. This class incorporates terminology that is used in the workplace and basic skills such as reading a work schedule and communicating with a supervisor.

**Public Speaking** Communicating your thoughts, ideas, and feelings to others is a very important skill that it is needed for success in any job. This class will help students to develop their speaking skills by participating in vocabulary building activities, impromptu speaking, and developing ideas into a well-crafted presentation that can be addressed to an individual, a small group, or large audience. Speaking effectively and efficiently will be the focus of this class.

**Self Determination** Using strengths, skills, and accomplishments students assess personal needs and accommodations. Includes effective assertive communication to have needs and accommodations considered or met. Students set measurable goals and develop an action plan.

## Math

**Community Math** Mid-level readers will learn about the everyday math that surrounds them: maps, recipes, streets, phone numbers, computers and menus. Money skills are explored as well.

**Math Level 1** The focus in this class is basic everyday math students will encounter in their community. Along with menu math, the teacher also helps students develop their basic money math and clock skills. It is designed for students at a 1.0 – 2.5 reading level and serves as a starting point for higher levels. In addition to simple arithmetic, students also become familiar with common restaurant and other community words in the process.

**Personal Finance Level 1** This is the first course in the personal finance series. Students participate in developing a foundation of money management, the use of finance tools, and skills necessary for independent financial success.

## Natural Sciences

**Animal Science** What do you think of when you hear the word “animal?” You may think of your dog or cat. You may think about giraffes or grizzly bears. But would you think of a sponge? Did you know that dolphins work for the Navy, and there are giant crocodiles and leeches that also come to the rescue! Students will have fun learning about “science in action.” With the aid of a teacher, students will make an animal lab and their own swim bladders, just like fish. The goal of this class is to expose students to animals and animal-related topics that most people never pay attention to; it will be fun, especially for students who love animals.

**Critical Thinking Through Science** Introduction to scientific inquiry methods used to develop critical thinking skills as they apply to personal and workplace situations. Acceptance to the program required.

## Personal Growth & Development

**Healthy Relationships** Explores healthy and unhealthy relationships emphasizing strategies to maintain a healthy relationship in various environments. Disability disclosure in social situations is discussed. Students learn strategies to manage conflict.

**Life Balance for the Mind and Body** Covers basic Yoga postures, breathing techniques, anatomy and physiology to enhance balance, self-control, self-confidence, and physical competence. Emphasis is placed on integrating these elements within the individual and into his or her life.

## Reading

**Phonics** Students with basic reading skills learn to use a “sounding out” strategy when decoding words. The teacher will begin with a simple review of the sounds of all consonants and vowels and then model how to sound out the sounds letters make. They will move to letter blends and full words, ending each class day with a short narrative read as a group, which is meant to mostly work to support their phonetically based skills but is also meant to strengthen their comprehension.

**Reading Comprehension** Geared for mid-level readers (4.0), this class uses a wide variety of subjects to maintain student interest and emphasizes several skills involved with reading comprehension: locating information, finding facts and main ideas, making inferences, evaluating and much more.

**Reading Level 1** Designed for readers with basic skills, this class employs the Edmark Reading Program’s “Supplemental Stories,” which are not comprehension based but are intended

as practice reading activities to support the key words students will learn about in the daily lessons. As the class progresses, students, will move beyond word recognition to more detailed narratives that will be comprehensive in nature in addition to helping to develop their critical thinking skills.

## Social Sciences

**Citizenship** Examine and debate core democratic values, compare and contrast the organization of governments of multiple countries, examine and observe laws and the rights and responsibilities of citizenship, analyze the multiple histories, cultures, perspectives, contributions and/or struggles of various peoples, with focus on people with disabilities.

## Technology, Information and Media

**Basic Tablet Skills** Designed for beginning and intermediate tablet users, this course is designed for new iPad and tablet owners who want to learn how to use these products efficiently. With the teacher’s assistance, students will learn how to effectively use the basic functions and applications that tablet technology offers. Students explore how to use this newest form of technology in both casual and professional/vocational environments. Starting with home screens and folders, along with using shortcuts and navigation tools, students will learn how to use their tablets for messaging, taking photographs and videos, as well as using the internet and storing their favorite tunes and even writing and storing a resume and being able to take that to a printer.

**Introduction to Computers** Primarily meant for vocational possibilities related to computers, students enrolled in this class will learn about a variety of programs such as Word, PowerPoint and Access after they initially explore the basics of using a mouse to click on and navigate the Windows operating system. After that, the teacher will help them develop Word documents such as resumes and letters which they will practice attaching to e-mails sent on electronic addresses the teacher helps them create. As a class project, they will collectively create a PowerPoint presentation documenting a timeline which will feature the items they have learned over the course of the session.

**Social Networking Safety** The advent and popularity of social networking in recent years inspired what we felt was the necessity of offering a class based on how to safely participate in, and navigate through, social networks on the internet such as Facebook, Twitter and MySpace. Students learn about privacy and how to protect themselves from people and organizations that may have an interest in taking advantage of them. In many ways the instructor will demonstrate for students the qualities to seek in new friends.

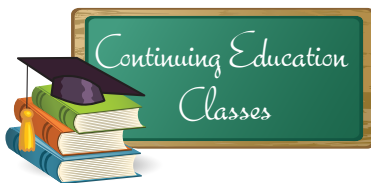


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**Please contact  
Cherie McCreary to  
enroll in classes. She can be  
reached at:  
cmccreary@olliewebbinc.org or  
402.342.4418 ext. 19.**

## *Enrollment and General Information*



**Join us for our Winter/Spring  
Continuing Education Session!**

Most classes are offered at the Ollie Webb Center, unless otherwise specified. In particular, several Art of Imagination and computer classes are provided off-site. Arrangements are made throughout the day to transport students to and from classes (if necessary) once they have

arrived at our center. If enrolling for an offsite class only, then the student would use their typical mode of transportation to and from that class.

As noted on page one, we have added an asterisk next to the classes that are offered more than once throughout this session. If you are torn between two classes during a particular time period; this will notify you of the possibility that one of the classes may be offered at another time allowing you to sign up for both classes if it fits into your schedule.

**Please sign up  
early, as classes  
can fill very  
quickly.**

**Registration  
Deadline:  
December 19, 2014**